



# TOWN OF KITTERY

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February 10, 2014

Kittery Town Council  
Regular Meeting Agenda  
7:00 p.m.

Council Chambers

1. Call to Order
2. Introductory
3. Pledge of Allegiance
4. Roll Call
5. Agenda Amendment and Adoption
6. Town Manager's Report
7. Acceptance of Previous Minutes: Jan. 27, 2014 and Special Meetings of 1/30/12, 3/5/12, 3/19/12, 5/21/12, 7/2/12, 7/30/12, 9/19/12, 10/1/12, 10/29/12, 11/5/12, 11/19/12 and 12/20/12
8. Interviews for the Board of Appeals and Planning Board
9. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials.
  - a. (020114-1) The Kittery Town Council moves to authorize, through an alternative procurement method, in accordance with Sec. 3.2.7 of the Kittery Town Code, for the Purchasing Agent/Town Manager to enter into a contract with Layne Inliner, LLC for the permanent repair of a sewer pipeline and manholes on Walker Street from Otis Avenue to US Route 1.
10. PUBLIC HEARING
11. DISCUSSION
  - a. Discussion by members of the public (three minutes per person)
  - b. Response to public comment directed to a particular Councilor
  - c. Chairperson's response to public comments
12. UNFINISHED BUSINESS
  - a. (010314-1) The Kittery Town Council moves to approve and hereby ordains amendments to, Title 2, Administration and Personnel, Chapter 2.4 Personnel Positions Established and Chapter 2.5, Compensation, of the Kittery Town Code.
  - b. (010314-4) The Kittery Town Council moves to approve amending the Personnel Positions – Classification Policy to include the two proposed job descriptions as presented for the Kittery Community Center.

c. (120113-2) The Kittery Town Council moves to approve, and hereby ordains amendments to, Title 16, 16.10.9.1.4, Approved Plan Expiration and 16.5.2.4, Permit Period.

d. (010314-7) The Kittery Town Council moves to sign a certificate of settlement in accordance with 36 M.R.S. §763 discharging Maryann Place as Tax Collector from further liability or obligation to collect the balance due for the years 2005-2013.

e. (010314-8) The Kittery Town Council moves to recommit the 2005-2013 taxes to Nancy Colbert Puff.

### 13. NEW BUSINESS

a. Donations/gifts received for Council disposition

The Kittery Town Council moves to accept a donation from Maine Alpha Delta Kappa Epsilon Chapter in the amount of \$100.00 to be deposited in Acct. # 2063-43600, Kittery Recreation.

b. (020114-2) The Kittery Town Council moves to approve the disbursement warrants.

c. (020114-3) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Mary Safford Wildes Trust to interview Joyce Tobey for her re-appointment to that board until 2/28/17.

d. (020114-4) The Kittery Town Council moves to appoint George Dow to the Economic Development Committee as a voting, Business representative until 12/31/14.

e. (020114-5) The Kittery Town Council moves to appoint Maryann Place as Acting Town Manager from February 21<sup>st</sup> until March 1<sup>st</sup>, 2014, during the Manager's absence.

### 14. COUNCILOR ISSUES OR COMMENT

### 15. COMMITTEE AND OTHER REPORTS

a. Communications from the Chairperson

b. Committee Reports

### 16. EXECUTIVE SESSION

### 17. ADJOURNMENT

Posted: February 6, 2014